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...ntario Department of Education

GENERAL ANNOUNCEMENT

OF

SUMMER COURSES

1922

PRINTED BY ORDER OF
THE LEGISLATIVE ASSEMBLY OF ONTARIO

TORONTO:
Printed and Published by CLARKSON W. JAMES, Printer to the King's Most Excellent Majesty
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INTRODUCTORY NOTE

This Circular contains a complete list of all the Summer Courses provided by the Department of Education for Ontario teachers.

In view of the continued demand on the part of teachers and in view of the increased attendance in recent years, the courses given in 1921 are offered for 1922. Provision is made for assisting all teachers in attendance with an allowance for travelling and living expenses.

SPECIAL NOTICES.

ADMISSION TO NORMAL SCHOOLS

The new Regulations that came into force in 1921 make it possible for teachers to complete their academic standing for admission to the Normal School First and Second Class Courses with less interference with their school duties. These Regulations permit any candidate to write on one or more papers at a time in June, or in September. At the Summer Course in 1922, instruction will be given in the Middle School subjects, History and Science, and in the Upper School subjects, History, Science, Latin and French.

AGRICULTURE

Under the new Regulations candidates for the Lower or Middle School examinations may take Agriculture in lieu of Science. With an increase in the number of candidates in Agriculture there will be a demand for qualified teachers of the subject in both Elementary and Secondary Schools.

MANUAL TRAINING

The courses heretofore given at the Macdonald Institute, Guelph, leading to Ordinary certificates in Manual Training have been discontinued. After completing the two prescribed courses for the Elementary certificate a teacher may qualify for the Ordinary certificate by taking three additional Summer Courses. In 1922 a course will be given in Industrial Design.

Elementary certificates issued in 1922 and hereafter will be valid only in rural Public and Separate Schools. Ordinary certificates qualify the holders to teach Manual Training in any Public, Separate, High or Continuation School.

TEACHERS OF FRENCH

One of the necessary qualifications of the successful teacher of French is ability to use the language fluently and correctly. To attain this qualification some teachers spend their summers in France, while others, under the direction of special tutors spend their vacation in the Province of Quebec. For the others the Department of Education makes special provision whereby even at one summer session they may obtain very considerable help. The courses are adapted to the needs of those who hold High School Assistants' and First Class certificates.

VOCATIONAL COURSES

The need of some form of training of teachers of the shop or practical subjects in Industrial and Technical Schools has been felt for some time. Most of the teachers of these subjects come into the schools from industry, and while they are familiar with the processes, materials and related knowledge of their shop work, they are unacquainted with the principles and untrained in the art of teaching. To meet this need, summer Courses for teachers of vocational subjects are to be conducted in Toronto. Instructors in shop or other practical subjects now teaching on Temporary certificates will be required to qualify for Interim certificates by attending two summer sessions and passing the necessary examinations.

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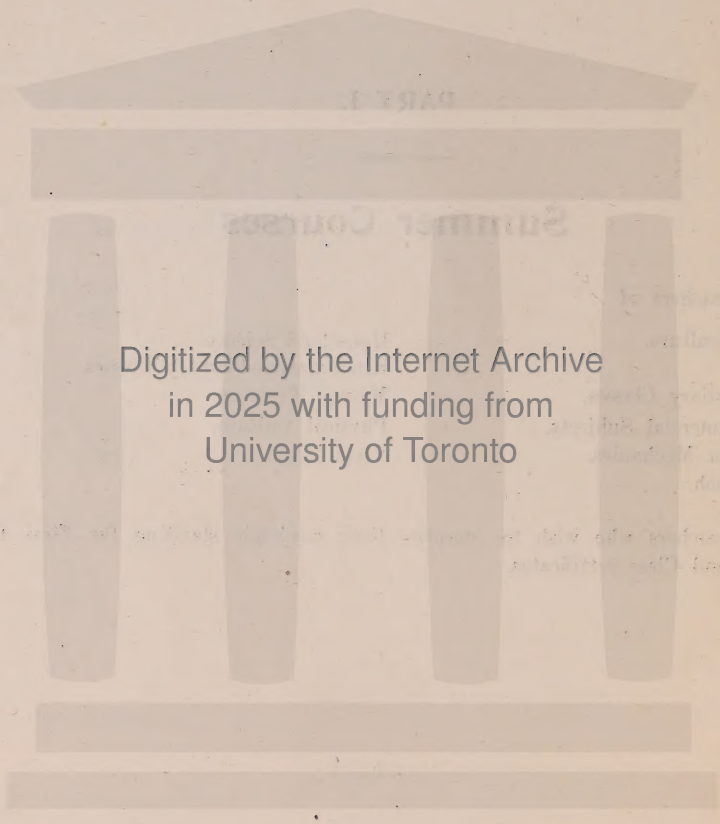
PART I.

Summer Courses

1. For teachers of

Agriculture.	Household Science.
Art.	Kindergarten-Primary Classes.
Auxiliary Classes.	Manual Training.
Commercial Subjects.	Physical Culture.
Farm Mechanics.	Vocal Music.
French.	

2. For teachers who wish to complete their academic standing for First and Second Class certificates.



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GENERAL ANNOUNCEMENT

OF SUMMER COURSES FOR TEACHERS

Courses

1. If a sufficient number of duly qualified teachers apply for admission, the following Courses will be provided:

A. By the Department of Education in co-operation with—

(1) The Ontario Agricultural College, Guelph, leading to certificates as follows:

- (*a*) In Elementary Agriculture and Horticulture.
- (*b*) Intermediate in Agriculture.
- (*c*) In Farm Mechanics.
- (*d*) Specialists in Agriculture.

(2) The Ontario College of Art, Toronto, leading to certificates as follows:

- (*a*) In Elementary Art.
- (*b*) As Art Supervisor.
- (*c*) As Art Specialist.

(3) The Department of Militia and Defence, Ottawa, leading to certificates as follows:

- (*a*) Granted by the Department of Education:
  - (i) The Strathcona Grade B certificate.
  - (ii) As Supervisor of Physical Culture.
  - (iii) As Specialist in Physical Culture.
- (*b*) Granted by the Department of Militia and Defence:
  - (i) The Strathcona Grade B certificate.
  - (ii) The Cadet Instructor's certificate (Grade A).

B. By the Department of Education itself, leading to certificates as follows:

- (*a*) In Elementary Household Science.
- (*b*) In Elementary Manual Training.
- (*c*) Ordinary Manual Training.
- (*d*) In Elementary Vocal Music.
- (*e*) As Supervisor of Vocal Music.
- (*f*) Ordinary in Vocal Music.
- (*g*) In the Elementary Commercial subjects.
- (*h*) As Commercial Specialist.
- (*i*) For the Kindergarten-Primary certificate.
- (*j*) As teacher of Auxiliary Classes.

Courses for Teachers of French

C. The Department will also provide classes for the improvement of teachers of French in the pronunciation of that language and in French conversation, composition and methods.

MIDDLE AND UPPER SCHOOL COURSES

D. The Department of Education will also provide courses for teachers who desire assistance in preparation for the Middle and Upper School examinations. In 1922 instruction will be given in History and Science of the Middle School, and in History, Science, Latin and French of the Upper School courses.

QUALIFICATIONS FOR ADMISSION

NOTE TO TEACHERS-IN-TRAINING.—*Teachers-in-training at the Provincial Normal Schools and the College of Education will be admitted to the courses, their certificates on such courses being contingent on their success at the final examinations at the Normal Schools or the College of Education.*

2. The following are the qualifications for admission to the different courses:

For the Specialist's Certificate in Agriculture

(1) (*a*) To the course for the Specialist's certificate in Agriculture may be admitted teachers who hold Specialists' certificates in Science.

For the Intermediate Certificate in Agriculture

(*b*) To the course for the Intermediate certificate in Agriculture may be admitted Public and Separate School Inspectors, Normal School Masters, and other applicants who hold professional certificates qualifying them to teach in High or Continuation Schools and whose academic preparation has included a competent knowledge of Science.

For the Certificate in Farm Mechanics

(*c*) To the course in Farm Mechanics may be admitted applicants who hold or are in course of preparation for an Intermediate certificate in Agriculture.

For the Certificate in Elementary Agriculture and Horticulture

(*d*) To the course for the certificate in Elementary Agriculture may be admitted applicants who hold professional certificates qualifying them to teach in the schools of the Ontario Provincial system. See also Section 5, page 12.

For the Kingergarten-Primary Certificates

(*e*) To the course for Kindergarten-Primary certificates may be admitted applicants who hold at least Second Class certificates and who give proof that they are able to sing and play simple airs at sight on the piano or organ.

Teachers of Auxiliary Classes

(*f*) To the course for teachers of Auxiliary Classes may be admitted applicants who hold professional certificates qualifying them to teach in the Schools of the Ontario Provincial System and who have had at least three years' successful experience in such schools.

For Middle and Upper School Certificates

(*g*) To the Middle and Upper School courses for entrance into the Normal Schools may be admitted applicants who hold professional certificates, and who are actually and regularly engaged in teaching in a school in Ontario.

For Other Certificates

(*h*) To the courses for the following certificates may be admitted applicants who now hold certificates qualifying them to teach in the High Schools:

Specialist in Art, Specialist in Commercial subjects, Specialist in Physical Culture, Ordinary certificates in Vocal Music.

NOTE.—Applicants for certificates as Commercial Specialists require also to hold degrees in Arts from British Universities on courses approved by the Department.

(*i*) To the courses for the following certificates may be admitted teachers who hold First or Second Class certificates:

Ordinary Manual Training, Elementary Commercial subjects, Supervisor of Art, Supervisor of Vocal Music, Supervisor of Physical Culture.

(*j*) To the courses for the following certificates may be admitted applicants who hold professional certificates qualifying them to teach in the schools of the Ontario Provincial system:

Elementary Art, Elementary Household Science, Elementary Manual Training, Elementary Vocal Music, Elementary Physical Culture,.

NOTE.—The Summer Course in Household Science is provided only for Public and Separate School teachers of rural and village schools.

To the Courses in French

(*k*) To the courses in French may be admitted the holders of professional certificates qualifying them to teach in the Schools of the Ontario Provincial system whose academic preparation has fitted them to teach French.

Other Admissions

(2) (*a*) Applicants who do not hold the qualifications prescribed above, but whose academic and professional qualifications are satisfactory to the Minister, may be admitted to the courses in Manual Training, Art, Physical Culture, and Vocal Music, and, on passing the prescribed examinations, may be granted Elementary, Supervisors', or Specialists' certificates qualifying them to teach these subjects alone in the schools for which they are so qualified.

(*b*) To each course, other applicants may be admitted, subject to the approval of the Minister of Education.

CENTRES

NOTE.—Where courses are provided at more than one centre, applicants shall attend at the centre nearest their places of residence.

3. The Summer Courses will be given as follows:

(1) In Agriculture and Horticulture.

(*a*) At the Kemptville Agricultural School, Kemptville, for the Elementary certificate, Part I, for teachers who reside east of Kingston.

(*b*) At the Ontario Ladies' College, Whitby, the courses for the Elementary Certificate, Part I and Part II, for teachers who reside in the County of York and as far east as Kingston.

(*c*) At Monteith, the courses for the Elementary Certificate, Part I and Part II, for teachers who reside in Northern Ontario.

(*d*) At the Ontario Agricultural College, Guelph, all the courses, for teachers not included above.

(2) In Art, in the new College of Art, corner of Dundas and Beverley Streets, Toronto.

(3) In Household Science and the Advanced course in Manual Training in the Central Technical School, Toronto.

(4) In the Kindergarten-Primary Subjects, in the Normal School, Hamilton; the Tecumseh Public School, London; the Borden Public School, Ottawa; and the Normal School, Toronto.

(5) (*a*) In Physical Culture for women, in the building of the Household Science department of the University of Toronto, corner of Bloor Street and Avenue Road.

(*b*) In Physical Culture for men, in the Gymnasium of Hart House, University of Toronto.

(*c*) For Cadet Instructors, at the Armouries, Toronto.

(6) The courses for teachers of French will be held in the University of Toronto.

(7) The courses for teachers of Auxiliary Classes will be held in the Jesse Ketchum Public School, Davenport Road, Toronto.

(8) The other courses will be given in the building of the University Schools, Toronto, corner Bloor Street and Spadina Avenue.

DATES OF SESSIONS

4. The sessions for all the courses will begin on July 3rd and end August 4th.

NUMBER OF SESSIONS

5. (1) The work prescribed for each of the following certificates is covered in two consecutive Summer Sessions: Elementary Agriculture, Intermediate Agriculture, Elementary Household Science, Elementary Manual Training, certificate as teacher of Kindergarten-Primary classes.

NOTE.—Teachers may also be granted certificates in Elementary Agriculture on the completion of:

(*a*) The Lower School Course in Agriculture at a High or Continuation School followed by a course at a Normal School and one Summer Session at the Ontario Agricultural College, or

(*b*) The Lower and Middle School Courses in Agriculture at a High or Continuation School followed by a course at a Normal School.

(2) The work prescribed for the course leading to each of the following certificates may be covered in one Summer Session: Elementary Vocal Music, Elementary Physical Culture, certificate as Cadet Instructor, Farm Mechanics, as teacher of Auxiliary Classes, Elementary Art. The course for the last-named certificate represents the work of a College year. Prospective candidates are, accordingly, especially advised to make preparation in advance of the course. Assistance by correspondence is offered by the Ontario College of Art.

(3) Teachers who hold Elementary certificates in Art, Physical Culture, Vocal Music, or Agriculture and who are qualified in other respects, may qualify in an additional Summer Course for the next higher grade of certificates as follows:

Supervisor or Specialist in Art.
Supervisor or Specialist in Physical Culture.
Supervisor of Vocal Music or Ordinary certificate in Vocal Music.
Intermediate Agriculture.

(4) For a certificate as Specialist in Agriculture, a teacher who holds the Intermediate certificate including a certificate in Farm Mechanics is required to attend another Summer Session.

(5) The holder of a certificate in Elementary Manual Training may qualify for the Ordinary certificate by attending three additional Summer Sessions.

(6) The length of time required for a certificate as teacher of the Commercial Subjects depends largely upon the amount and character of the work covered by the teacher before taking the Summer Course.

APPLICATION

6. (1) Applicants are requested to forward their applications without delay in order that all necessary arrangements may be made not later than June 8th.

(2) The form of application is sent herewith and should be filled in and addressed to the Deputy Minister, Department of Education, Toronto.

(3) (*a*) On the receipt of the application each applicant will be sent a card of acknowledgement.

(*b*) If as a result of the small number of applicants the Department should decide not to provide a course, applicants for admission thereto will be duly notified.

(*c*) On application to the Deputy Minister, a teacher who may have been appointed an Associate Examiner for 1922 and who desires to attend one of the Summer Courses, will, if practicable, be excused from the examination work, and will be reappointed an Associate Examiner for the next examination, also if practicable.

REGISTRATION

7. (1) All applicants shall present themselves for registration not later than the first day of the session at the places at which the courses are to be given. See Sec. 3. pages 11 and 12.

(2) The classes will be organized and the work will begin not later than the morning of the second day.

FREE TUITION

8. All applicants whose qualifications are accepted under Section 2 above and who are actually and regularly engaged as teachers in Ontario Schools, or who have been in attendance at the Normal Schools or the Ontario College of Education for the session 1921-1922, will be admitted free to the courses.

PAYMENT OF EXPENSES

9. The Department of Education has made provision as follows to assist teachers who take a Summer Course in Agriculture, Farm Mechanics, Household Science, Manual Training, Art, Physical Culture, as teacher of Kindergarten-Primary classes, as teacher of French, as teacher of Auxiliary Classes, as teacher of the Commercial Subjects, Vocal Music, and the Middle and Upper School courses leading to First and Second Class certificates.

(1) The travelling expenses and the cost of board and lodging in residence will be paid by the Department in the case of each Inspector, Normal School master, and teacher whose work and attendance at a course in Agriculture are reported by the Principal as satisfactory.

(*a*) The cost of board and lodging will be paid to the authorities of the institution concerned at each centre.

(*b*) Application for the amount of the travelling expenses shall be made through the Principal at the close of the course.

(*c*) In the cases of teachers who, for reasons satisfactory to the Minister, do not reside in residence while taking the courses in Agriculture, the Department of Education will pay the travelling expenses and the sum of $1.00 per diem for living expenses on the report of the Principal that their attendance and work have been satisfactory.

(2) The travelling expenses and the sum of $1.00 per diem for living expenses for a period not exceeding six weeks will be paid by the Department on application at the close of the course to each teacher whose attendance and work are reported by the Principal as satisfactory at any one of the following courses: (*a*) Household Science; (*b*) Manual Training; (*c*) Art; (*d*) Physical Culture; (*e*) the courses for teachers of Kindergarten-Primary classes; (*f*) the courses for teachers of French, (*g*) the courses for teachers of Auxiliary Classes; (*h*) the courses for teachers of Commercial subjects; (*i*) Vocal Music; (*j*) the courses in the Middle and Upper School subjects prescribed for admission to the Normal School courses leading to First and Second Class certificates. Male teachers who take the course for Cadet Intructors and who therefore receive allowances from the Department of Militia and Defence, Ottawa, shall not be eligible for the allowances provided by the Department of Education.

NOTE.—Vouchers are not required for sums paid for living expenses.

(3) The travelling expenses shall be those actually incurred by the applicant from his or her home or school to the centre at which the Summer Course is given, and therefrom to his or her home as the Principal of the Summer Course may report. No allowances will be made for parlour car, berths, meals on train or boat, luggage, etc.

To be entitled to payment for travelling expenses, it will be necessary to obtain and submit receipts for the expenses so incurred, showing the point or points at which the tickets were purchased.

CADET INSTRUCTORS

10. Subject to the approval of the Dominion Parliament, the Department of Militia and Defence, Ottawa, will pay in the case of those residing outside of London or Toronto, the sum of $1.30 subsistence allowance to each teacher authorized to take the Cadet Instructors' Course. Transportation will also be provided if application is made not later than June 27th.

BOARD AND LODGING

11. (1) (*a*) Applicants admitted to the Courses in Agriculture at the Kemptville Agricultural School, Kemptville; the Ontario Agricultural College, Guelph; the Ontario Ladies' College, Whitby; and the Northern Academy, Monteith, shall live in residence.

(*b*) Application for room shall be made on or before June 15th to the Principal of the School at Kemptville, to the President of the College at Guelph, to the Principal of the College at Whitby, or to the Principal of the Northern Academy, Monteith, as the case may be.

(*c*) Rooms will be reserved in the order in which applications therefor are received. Each student rooming in residence at the Ontario Agricultural College or at Whitby must bring the following equipment—2 pairs of single sheets, 1 pillow, 2 pillow cases, 1 bed spread, towels, toilet soap.

Students in residence at Monteith and Kemptville are not required to provide this equipment.

NOTE.—Students admitted to Guelph are advised to bring their baggage checks to the registration office at the College. The College Transport Service offers special rates.

(2) The University authorities are prepared to offer accommodation to teachers as follows: for male teachers in the men's residence; for female teachers in Queen's Hall and in other residences adjacent to the University.

All applications for rooms and all inquiries should be addressed to Mr. A. T. Laidlaw, University of Toronto.

(3) A list of suitable and convenient boarding houses in Toronto will be sent on application.

(4) A list of suitable and convenient boarding houses for teachers taking the Kindergarten-Primary course at Hamilton, London or Ottawa may be obtained on application to Principal Macpherson, Normal School, Hamilton; Principal Dearness, Normal School, London; or Public School Inspector, J. H. Putman, Ottawa.

EQUIPMENT

12.—(1) Students in the courses in Agriculture are required to furnish their own working material for plant collection, etc. Such material may be bought at the College.

Students should bring field or opera glasses, pocket knives, pocket magnifying glasses, and any books which they possess and have found useful for the work in Agriculture. As a considerable amount of the work is taken out of doors, women students should provide themselves with stout boots, walking skirts, garden hats, gloves, etc.

A swimming pool is provided at Guelph and Whitby. Students should bring the necessary equipment.

Tennis courts are provided at Guelph, Whitby, Kemptville and Monteith. Those who desire to play should bring their racquets and balls.

(2) Students in Household Science are required to provide themselves with plain white aprons for work in the food laboratories. Dark ones may be worn in the household management classes.

A deposit of $1, payable to the principal, is required of each student. This amount, minus the cost of equipment destroyed, will be returned at the end of the course.

(3) All women students in Physical Culture are required to wear in the practice classes the regulation costume, consisting of black or dark blue bloomers, white middy blouse, black leather ballet or tennis shoes for the gymnasium classes and dancing shoes for the courses in dancing. They are also required to supply their own bathing-suits, head-caps and bath towels. Each piece should be distinctly marked with the owner's surname.

EXAMINATIONS

CENTRES

13.—(1) Examinations in all the subjects of the Middle and Upper School courses will be held in September, commencing on the 11th at various centres in the Province. Full information, including forms of application and copies of the time-table, may be obtained from the Deputy Minister.

(2) Examinations for certificates on the subjects of the other Summer Courses, omitting French, will be held at the close of each course at the centres of instruction. The time-tables may be obtained from the Principals concerned about ten days before the examinations commence.

ADMISSION

14.—(1) To qualify for admission to the examinations provided for herein, each candidate shall have been duly admitted to a Summer Course under one of the provisions of regulations 2 (1) and (2) (*a*) above and shall have completed the course concerned satisfactorily to the Principal except that—

(2) To qualify for admission to said examinations, attendance at the Summer Courses is not obligatory in the cases of the following:

(*a*) Candidates who have taken a course elsewhere which the Minister of Education has approved as the equivalent of the course prescribed for the certificate concerned.

(*b*) Candidates for certificates in the Commercial subjects, who hold High School Assistants' or First or Second Class certificates.

(*c*) Candidates for certificates in Elementary Art who hold the Elementary certificate in Art obtained under Regulation 8 of the High School Regulations of 1913.

(*d*) Candidates for admission to the Middle and Upper School courses who are actually and regularly engaged in teaching in a school in Ontario.

APPLICATION

15.—(1) Application for admission to the examination for certificates in the Commercial Subjects shall be made to the Deputy Minister not later than August 1st.

(2) Application for admission to the Middle and Upper School examinations shall be made to the Deputy Minister not later than September 1st.

(3) Application for admission to the other examinations shall be made to the Principals.

(4) In the case of candidates for admission to the Middle and Upper School examinations, the official form of application, when English Literature is one of the subjects of the examination, shall include a certfiicate signed by the applicant that he has read carefully during the preceding year, in addition to the works prescribed for the examination, at least, four suitable works in English Literature, at least one of which shall be poetry, and the names of the books and the subjects shall be given in such certificate.

FEES

16.—(1) No fees are charged for the examinations conducted by the staffs.

(2) For the examinations conducted by the Department of Education, the following is the schedule of fees:

(*a*) Middle and Upper School, $1.00 per paper up to maximum of $15.00.

(*b*) Commercial Subjects, Parts A, B, C, and D, each $5; two Parts, $6; three or four Parts, $10.

APPEALS

17. A candidate who fails at the Summer School examination for a certificate may have his case re-considered if, within two weeks after the announcement of the results, his appeal, with a statement of the grounds on which it is based, is lodged with the Deputy Minister, accompanied by a fee of $2. This fee will be refunded if the appeal is sustained.

CERTIFICATES

18.—(1) The professional certificates granted by the Department of Education on the examinations provided for in Regulation 13 (2) will be Interim, provided the holder is otherwise qualified to teach in the Ontario Provincial schools, and will be valid for two years from the date of issue and renewable under conditions satisfactory to the Minister.

(2) On application to the Deputy Minister, an Interim Commercial Specialist's certificate will be made Permanent on the report of the Inspector or Inspectors concerned, that the holder thereof has taught successfully the subjects thereof for at least two years, provided that he submits to the Minister a detailed written report of his investigations, preferably in the locality in which he is teaching, of three separate business systems, involving single proprietor, partnership, and corporation ownership, respectively, said report to include a description of each business and its method of accounting.

(3) On application to the Deputy Minister the other Interim certificates will be made Permanent on the report of the Inspector or Inspectors concerned that

the holder thereof has taught successfully thereon for at least two years in one or more of the schools of the Provincial System.

CORRESPONDENCE COURSES

19.—(1) In the Summer Courses, which are necessarily brief, the subjects cannot be treated completely and in detail. Candidates are, accordingly, expected to make as much preparation as possible before they attend. To facilitate such preparation, the College of Art and the University of Toronto offer guidance by correspondence, the College in each part of the courses in Art and the University in all the subjects of the courses for Commercial Specialists' certificates and for admission to the Normal Schools and Faculties of Education, provided that—

(*a*) The applicants agree to take a Summer Course in the subjects of the Correspondence Course; and—

(*b*) Their applications for admission to such Correspondence Courses are approved by the Principal of the College of Art or by the University of Toronto Extension Committee, as the case may be.

(2) Applications for admission to the courses should be made, in the case of Art, to Principal Reid, and, in the case of the University course, to the Secretary of the Extension Committee.

PART II.

COURSES

FOR

Summer Model Schools

AT

Bracebridge, Gore Bay, Madoc, Ottawa, Port Arthur, Sharbot Lake and Sturgeon Falls

ONTARIO SUMMER MODEL SCHOOLS, 1922

LOCATION

1. The Summer Model Schools will be held at Bracebridge, Gore Bay, Madoc, Ottawa, Port Arthur, Sharbot Lake, and Sturgeon Falls if a sufficient number apply for admission.

PURPOSE

2. The purpose of these Schools is to prepare teachers for District and Third Class certificates valid as provided for in Circular 30½: the Schools at Ottawa and Sturgeon Falls, for certificates valid in English-French Schools; and those at Bracebridge, Gore Bay, Madoc, Port Arthur, and Sharbot Lake, for certificates valid in the English Schools of the poorer parts of the Districts and Counties, designated by the Minister.

NOTE.—A list of the schools concerned is given in Exam. Circular No. 142, which may be obtained from the Principals of the Summer Model Schools or on application to the Deputy Minister.

SESSION

3.—(1) The session of the Summer Model Schools will begin on the third day of July, 1922, at 1.30 p.m., and end on the fourth day of August, 1922, and will be followed immediately by the final examinations, which will end not later than the eleventh day of August.

(2) The daily session shall be one of four and a half hours, exclusive of recesses. Saturday shall be a half holiday.

COURSES OF STUDY

Professional

4.—(*a*) There are two professional courses at each Summer Model School, the First for new teachers-in-training who are qualified as prescribed in Regulation 6 (5) below, and the Second for those who are qualified as prescribed in Regulation 6 (7) below.

(*b*) Teachers-in-training who have already taken the First Professional Course and passed the final examination may, upon the recommendation of the Principal and with the approval of the Minister, be re-admitted to this course.

Academic

5. In order to assist those who are actually engaged in teaching to prepare themselves for admission to the Second Professional Course of the Summer Model Schools, an Academic Summer Course will be provided concurrently with the Professional Courses, at one or more of the Summer Model Schools, if a sufficient number apply for admission.

CONDITIONS OF ADMISSION

General

6.—(1) **Application for admission to any of the courses provided for in this Syllabus shall be made to the Deputy Minister not later than June 23rd, on a form to be supplied by him.**

(2) The applicant shall submit with his application to the Deputy Minister, on official forms supplied by him, the following documents:—

(*a*) A certificate from competent authority that he is a British subject, and either a certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or declaration by one of the parents or by another relative or by any other person cognizant of the fact that the applicant will be at least seventeen years of age on or before September 1st, 1922.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate from a duly qualified medical practitioner that, for the purposes of this certificate, he has made a careful examination of the applicant and certifies as follows:

(i) That he is free from heart disease or any other serious organic affection;

(ii) That he is free from pulmonary affection, defective hearing, seriously defective eyesight, or abnormal conditions of appearance which would interfere with his work as a teacher; and—

(iii) That in other respects also he is physically able for the work of a teacher as prescribed in the Public and Separate School Courses of Study.

(*d*) An agreement, that if successful in obtaining a teacher's certificate, he will teach thereon in one or more of the schools specified in the note to 2 above for at least the first year of his subsequent teaching experience.

(3) In addition to the above, the applicant shall submit either a Model School Entrance or higher academic certificate or a recommendation for admission from the Inspector under whom he last taught or is now teaching.

(4) If a candidate's application is approved, he will receive a card of admission from the Deputy Minister, and shall attend the school to which he is assigned; and without such card he shall not be admitted.

To First Professional Course

(5) For admission to the First Professional Course the applicant shall submit with his application one of the following:—

(*a*) A Temporary certificate granted by the Department of Education.

(*b*) A certificate for Entrance into the Model Schools, or a certificate at least the equivalent thereof.

To Academic Course

(6) For admission to the Academic Course the applicant shall submit with

his application, evidence of having completed satisfactorily the First Professional Course of a Summer Model School.

NOTE.—Teachers-in-training who have been admitted to the First Professional Course on Middle School standing without a Lower School Certificate, will be required before proceeding to the Second Professional Course to take the Academic Course and to pass the Model Entrance examination or to secure Lower School standing thereon.

To Second Professional Course

(7) For admission to the Second Professional Course, the applicant shall submit with his application one of the following:—

(*a*) An expired Third Class certificate, or a District certificate obtained prior to 1908 after attendance at a Model School provided that the holder of such certificate has Model Entrance standing.

(*b*) A certificate for Entrance into the Model Schools, or a certificate at least the equivalent thereof, together with, in the case of either certificate, evidence of having completed satisfactorily the First Professional course of a Summer Model School and of having taught successfully for at least one school year.

To English-French Schools

(8) (*a*) For admission to either of the English-French Summer Model Schools, the qualification shall be a Certificate for Entrance into the English-French Model Schools, a Brevet d'Ecole Modèle, a Brevet d'Ecole Académique or a certificate for Entrance into the Model Schools, or a Temporary certificate.

(*b*) (i) An applicant qualifying for admission on a Temporary certificate, a Brevet d'Ecole Modèle, or a Brevet d'Ecole Académique, shall pass an oral examination in English and French Reading and Conversation and a written examination in English and French Grammar, Composition, and Spelling.

(ii) An applicant qualifying for admission on a certificate for Entrance into the Model Schools shall pass an oral examination in French Reading and Conversation and a written examination in French Grammar, Composition, and Spelling.

(*c*) The examination prescribed in (*b*) above shall be held on July 4th, by the staff of the School.

ALLOWANCE FOR BOARD AND TRAVELLING

7. (*a*) The Department of Education will pay $1.00 per diem for living expenses, for a period not exceeding six weeks, to all teachers-in-training who have been in attendance at a Summer Model School, whose ordinary place of residence is in Ontario and more than three miles from the School, and who, before admission, undertake, if successful, to teach as provided in Regulation 2 above, for at least the academic year, beginning September 1st, 1922, and ending June 29th, 1923.

(*b*) (i) The Department will also pay the actual travelling expenses of teachers-in-training from their homes or last school, according to the point of

departure to the Summer School in July and to their homes at the close of the session. No allowance will, however, be made for parlour car, berths, meals on train or boat, luggage, etc.

To be entitled to payment for the above travelling expenses, it will be necessary to obtain receipts for the expenses so incurred showing the points from which the tickets were purchased.

(ii) The certificates or receipts for the travelling expenses both to the school and from the school to their home at the close of the session shall be deposited with the Principal promptly and shall be forwarded by him to the Deputy Minister of Education when application is made for the payment of the allowances.

NOTE.—In case a teacher-in-training is prevented from attending the full session on account of illness or for any other reason satisfactory to the Minister, the allowance for board for the time such teacher has actually attended the school will be paid, as will also the travelling expenses as provided by 7 (b) (i) above.

PART III.

COURSES

FOR

Teachers of Vocational Subjects

IN

INDUSTRIAL, TECHNICAL and ART SCHOOLS

TEACHERS of VOCATIONAL SUBJECTS in INDUSTRIAL TECHNICAL and ART SCHOOLS

COURSES

1. Courses will be given in the principles and methods of teaching for teachers of vocational subjects who do not hold Interim or Permanent certificates. These courses will be arranged to meet the needs of the teachers of such subjects in any of the departments for which instruction is provided in Industrial, Technical or Art Schools. Classes will be organized for teachers of machine shop work, mechanical drawing, carpentry, cabinet making, pattern making, electrical work, plumbing, sheet metal work, millinery, dressmaking, and in any other subject for which there is a demand.

QUALIFICATIONS FOR ADMISSION

2. The following may be admitted to these courses:—

(1) Teachers of any of the trade or technical subjects who hold Temporary certificates.

(2) Other persons who submit satisfactory evidence (*a*) of possessing the essentials of a fair English education and (*b*) of having had approved technical or trade experience in the subject or subjects they desire to teach.

CENTRE

3. The courses will be given in Toronto.

SESSION

4. The courses will commence on July 3rd and end on August 4th.

APPLICATION

5. Application for admission shall be made as early as possible on a form to be obtained from the Deputy Minister, in order that all necessary arrangements may be made not later than June 8th.

CERTIFICATES

6. (1) Applicants admitted under the provisions of section 2 above who successfully complete the prescribed work and pass the examination tests of two summer sessions, on the recommendation of the Principal, may be granted Interim certificates.

(2) All teachers now teaching on Temporary certificates in Day Industrial, Technical and Art Schools will be required to qualify for Interim certificates not later than September, 1924.

(3) The holder of an Interim certificate, after two years' successful experience thereon in one or more of the Ontario Industrial, Technical or Art Schools, on the recommendation of the Inspector concerned, may, on application, be granted a Permanent certificate.

PAYMENT OF EXPENSES

7. The Department of Education has made provision as follows to assist applicants, in the payment of expenses, who satisfactorily complete one of the courses specified in section 1:—

(1) The travelling expenses and the sum of $1.00 per diem for living expenses for a period not exceeding five weeks will be paid, on application at the close of the course.

(*a*) To each applicant admitted under section 2 (1), who has been teaching in one of the Day Industrial, Technical or Art Schools of Ontario.

(b) To each applicant admitted under section 2 (1), who has been teaching in one of the Evening Industrial, Technical or Art Schools in Ontario provided the payment of such expenses, in each case, is approved by the Director of Technical Education.

(*c*) To each applicant admitted under section 2 (2), who submits with his application for expenses satisfactory evidence of his having been engaged for the school year commencing in September, 1922, as teacher in a Day Industrial, Technical or Art School in Ontario, provided the payment of such expenses, in each case is approved by the Director of Technical Education.

(2) The travelling expenses shall be those actually incurred from his or her home or school to Toronto and therefrom to his or her home or school as the Principal of the Summer Course may report. No allowance will be made for parlour car, berths, meals on train or boat, luggage, etc. To be entitled to payment for travelling expenses, it will necessary for each applicant to obtain receipts for the expenses so incurred, showing the point or points at which the tickets were purchased.

NOTE.—Applicants should come prepared to finance themselves until they complete the course and return home.

BOARD AND LODGING

(1) The University authorities are prepared to offer accommodation to teachers as follows: for male teachers, in the Men's Residence; for female teachers, in Queen's Hall and in other residences adjacent to the University. All applications for rooms should be addressed to Mr. A. T. Laidlaw, University of Toronto.

(2) A list of suitable and convenient boarding houses in Toronto may be obtained on application to the Deputy Minister.

PART IV

COURSES

FOR

Approved School Nurses

COURSES for APPROVEL SCHOOL NURSES

COURSES

1. Courses will be given in the following subjects: theory and practice teaching; mental hygiene; child psychology; physical education and corrective exercise; dental inspection and preventive dentistry; physical defects commonly found in children including diseases of the eye, ear, nose, throat and skin; orthopedic defects and the common diseases of the nervous system; malnutrition and tuberculosis; communicable diseases.

Clinics and institutions concerned in the care of children will be visited. Conferences and discussions will be held on the following topics: The law and the regulations concerning or relating to the work of the School Nurse; system of records; equipment and supplies; parent and teachers' associations.

QUALIFICATIONS FOR ADMISSION

2. The following may be admitted to the courses:—

(1) School Nurses already holding appointments under High, Continuation, Public or Separate School Boards in Ontario; and

(2) Graduate Nurses of any recognized training school in Canada or the United States who desire to qualify as School Nurses in Ontario.

CENTRE

3. The courses will be given in the University of Toronto.

SESSION

4. The courses will commence on July 3rd and end on August 4th.

APPLICATION

5. Application for admission shall be made as early as possible on a form to be obtained from the Deputy Minister, in order that all necessary arrangements may be made, not later than June 8th.

CERTIFICATES

6. (1) Applicants duly admitted under section 2 above, who successfully complete the prescribed work and pass the examination tests of the Summer Courses, on the recommendation of the Principal, may be granted Certificates of Standing.

(2) The holder of a Certificate of standing, on the submission of satisfactory evidence of one year's successful experience thereon as a School Nurse in Ontario, and on the recommendation of the Inspector concerned, may be granted a Certificate as an Approved School Nurse.

PAYMENT OF EXPENSES

7. (1) The travelling expenses and the sum of $1.00 per diem for living expenses for a period not exceeding five weeks will be paid, on application at the close of the course, to each Nurse whose attendance and work are satisfactory.

(2) The travelling expenses shall be those actually incurred by the applicant from her home or school in Ontario to Toronto and therefrom to her home or school at the close of the course. No allowances will be made for parlor car, berths, meals on train or boat, luggage, etc. To be entitled to payment for travelling expenses, it will be necessary to obtain and submit receipts for the expenses so incurred, showing the point or points at which the tickets were purchased.

BOARD AND LODGING

8. A list of suitable and convenient boarding houses in Toronto will be sent on application.